

DBI # 2750-77

21 JUL 1977

MEMORANDUM FOR: Director of Personnel  
SUBJECT : Special Retirement Options  
REFERENCE : Your memo, dtd 18 July 1977, same  
subject

1. It is requested that the special retirement options be authorized for employees of the Intelligence Directorate including those "I" Career Service personnel assigned to other components.

2. The DCI and [ ] have made it clear that they wish to bring in new talent on a Directorate-wide basis. This will be difficult to do, particularly at the higher grade levels, unless we are able to offer the retirement option to those senior officers who would become eligible.

3. In addition, the December 1976 reorganization of this Directorate resulted in a dislocation of personnel against requirements which has not been alleviated through normal retirements and attrition. It is anticipated that other organizational changes now being considered will worsen this problem. We believe the special retirement options will help to relieve this situation by the retirement of 20 officers.

4. It is requested, therefore, that the special retirement options be authorized for all personnel in the Intelligence Directorate and those "I" Careerists assigned to other components of the Agency.

[ ]  
Sayre Stevens

Deputy Director for Intelligence

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MORI/CDF Pages 1-4 and

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DD/O 77-6513

26 JUL 1977

MEMORANDUM FOR: Director of Personnel

FROM : William W. Wells  
Deputy Director for Operations

SUBJECT : Special Retirement Options

REFERENCE : Your memorandum for 18 July 1977, same subject

1. The Directorate for Operations would like very much to see the special retirement option put into effect until at least 30 September 1977. There are at present certain areas in the DDO with problems of excess personnel, but the greater problem lies in serious manpower reductions with which the Directorate will have to cope beginning in Fiscal Year 1978. Using past experience as a criterion there is no reason to believe that a large number of employees would elect to take early retirement, but it is in the interests of orderly management to have the advantage of any avenue that will help the Directorate to meet reduced ceilings with as few forced separations as possible. We note that in the most recent "open season", January and February 1976, only seven employees opted for early retirement. In June and July 1975, 41 retired under the special option; in December 1974, 33 retired, and in April through June 1974, 30 retired.

2. In addition to the need to make reductions in the Directorate's manpower, it continues to be our responsibility to make provision for the regular input of new professional personnel through the Career Training Program and other sources so that the continuity of DDO operations and management may be assured. Further, it has been and is Directorate policy to encourage early retirement, not only to meet the exigencies of overseas operational assignments but also to provide headroom for the advancement of junior and middle-level officers. It would help the Directorate to honor such managerial commitments if early retirement could be offered to all eligible members of the DDO Career Service.

[Redacted Signature]

William W. Wells

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CL [Redacted]

DDS&T-3628-77

26 JUL 1977

MEMORANDUM FOR: Director of Personnel

SUBJECT : Special Retirement Options (A/IUO)


REFERENCE : Memorandum from Director of Personnel dated  
18 July 1977, Same subject (Pers 77-2376)

1. (A/IUO) This is to advise you that the Directorate of Science and Technology elects to offer to interested and eligible employees the opportunity to retire under the discontinued service provisions of the Civil Service Retirement Act and the involuntary provisions of the CIA Retirement and Disability System.

2. (A/IUO) The addition of Division D to the Directorate and the implementation of certain special programs which do not have formally approved ceilings have accelerated the existing downward trend in the number of vacancies in the Directorate to an inhibiting degree. I am concerned whether sufficient attrition is occurring to guarantee a steady influx of skilled applicants (including minorities) to maintain the proper mix of employees within the Directorate. Now, in reviewing our current vacancies versus personnel on duty, my concern has deepened as the DDS&T's number of vacancies are practically non-existent. I believe the situation can be eased by resorting to the option of retirement under discontinued service.

3. (A/IUO) Having said this I must advise you that the responses received from the Office Directors of the DDS&T, which were without benefit of employee input, indicate that a minimal number of employees (10/15) would be likely to take advantage of an early retirement option even though some 300 employees are in the zone of retirement eligibility.

STATINTL

  
LESLIE C. DIRKS  
Deputy Director  
for  
Science and Technology

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REF 77-2549

28 JUL 1977

MEMORANDUM FOR: Director of Personnel

FROM : [REDACTED] Chairman  
Executive Career Service

SUBJECT : Special Retirement Options

REFERENCE : Your memorandum to multiple addressess  
dated 18 July 1977; same subject

1. In response to your request the Executive Career Service at its meeting on 25 July 1977, agreed that a decision by the Acting Deputy Director or the Director to offer the Special Retirement Options to the DCI Area should be applicable to the DCI Area across the board. The DCI Area is over strength, both in relationship to on-duty strength with authorized ceiling and over strength at several grade levels, particularly the supergrade levels.

2. It is anticipated that some readjustment and reallocation of office strength may take place within the next several months -- further exacerbating the assignment and utilization of personnel problems. However, it is difficult to pinpoint these areas at this time and, therefore, a DCI Area wide application of this option would be in the best interests of the Agency and the U.S. Government.



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## ROUTING AND RECORD SHEET

SUBJECT: (Optional) <p style="text-align: center; margin-top: 10px;">Special Retirement Options</p>						
FROM: John F. Blake Acting Deputy Director of Central Intelligence			EXTENSION  	DATE <p style="text-align: center; margin-top: 10px;">9 August 1977</p>		
TO: (Officer designation, room number, and building)	DATE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;">RECEIVED</td> <td style="width: 50%; padding: 2px;">FORWARDED</td> </tr> </table>		RECEIVED	FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
RECEIVED	FORWARDED					
1. Director of Central Intelligence				<p>Sir:</p> <p>While the attached recommendation has been drawn up for my signature, I believe you should be aware of the matter. It not only will be of assistance in the current DDO reorganization/reduction plan, but will be generally helpful throughout the Agency. I urge your approval.</p> <p style="text-align: right; margin-right: 50px;"><i>JF Blake</i></p> <p style="text-align: right; margin-right: 50px;">John F. Blake</p> <p>Att ER 77-8318/2</p> <p>Distribution:                      Orig - DCI                      1 - ADDCI                      1 - ER</p> <p>ADDCI:JFBlake:kmg (9 Aug 77)                      Att: Memo dtd 2 Aug 77 to DCI fr D/Pers, same subj</p>		
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